

2008 ELECTION ADMINISTRATOR'S CONFERENCE

Tuesday, December 11, 2007 (full day)

Wednesday, December 12, 2007 (half day)

The Indianapolis Marriott Downtown (350 West Maryland Street)

(on the south side of Washington Street, across from State Government Center South)

PLEASE NOTE:

- Conference registrations must be received by the Election Division no later than the close of business, Tuesday, November 13, 2007, to qualify for the regular registration rate for the conference. Registrations received after November 13, 2007 are charged a \$50 late registration fee.
- No refunds for canceling conference registrations after Monday, November 26, 2007.
- Please print or type the names and titles of registrants. If more than one person is attending from your office, please photocopy this sheet and attach the copies to this sheet.
- "An individual who has been elected... as circuit court clerk, but has not yet begun serving in that office" is entitled to receive the allowances and reimbursements listed in IC 3-6-4.2-14(d) for attending the conference.
- **Return this completed form to the Election Division by FAX (317-233-6793) or by mail to the attention of Angela Williams at 302 W Washington Street, Room E-204, Indianapolis, IN 46204. If you are sending multiple registrations on separate pages, please indicate the total number of pages you're sending (marking "1 of 3" for example).**

DOWNTOWN MARRIOTT HOTEL INFORMATION

- Room reservations are made directly by calling the Marriott: 877-640-7666. When calling, be sure to mention "Annual Election Administrator's Conference" to receive the low government rate!
- Hotel check-in is 4:00 pm, Indianapolis time.
- Hotel check-out time is 11:00 a.m., Indianapolis time. If you need a later check-out, luggage storage is available from the Marriott.

2008 CONFERENCE REGISTRATION FORM

County: _____

Name and Title: _____

Mailing Address: _____

City and ZIP: _____

E-mail (if available) _____

Total Due: \$150, plus \$50 late registration fee if applicable: \$ _____

Payment method (check one): ☐ Check ☐ Purchase Order

NOTE: This is a "called" meeting for county reimbursement purposes. Under IC 3-6-4.2-14, each member of a county election board, each member of a board of registration, each circuit court clerk, or clerk-elect is entitled to receive all of the following: (1) \$24 a day for attending the meeting; (2) a mileage allowance of 40 cents per mile going and returning from the meeting; (3) reimbursement of the meeting registration fee, from the county general fund, without appropriation; and (4) a lodging allowance for the night preceding conference attendance.